



King County
Department of Development and Environmental Services
Land Use Services Division
 900 Oakesdale Avenue Southwest
 Renton, Washington 98055-1219
 206-296-6600 TTY 206-296-7217

RESIDENTIAL SWIMMING POOLS

For alternate formats, call 206-296-6600.

RESIDENTIAL SWIMMING POOL PERMIT APPLICATIONS

Building permits are required for most residential pool installations. Prefabricated swimming pools accessory to a single family residence, which are less than 24 inches deep, do not exceed 5,000 gallons, and are installed entirely above ground, are **EXEMPT** from permits.

For *commercial* projects (apartments, condos, etc.), please contact Public Health – Seattle & King County at 206-296-9741 for application instructions and then arrange for a commercial pre-application meeting with the Department of Development and Environmental Services (DDES).

To apply for a residential swimming pool for a home located in unincorporated King County, schedule an intake appointment by calling the DDES appointment desk at 206-296-6797. The following will be required at your intake appointment for it to be deemed a complete permit application. The forms are online via the DDES Web site at www.metrokc.gov/ddes or by calling DDES at 206-296-6600.

SUBMITTAL REQUIREMENTS:

- ☐ **Affidavit for Application**
- ☐ **Three copies of property legal description**
- ☐ **Site Plan:** The site plan is required to give property dimensions, show any adjacent streets, indicate septic system location if applicable and show the position of the house on the lot. If a fence is used as part of the pool barrier, please identify its location on the site plan. The drawing must be representative of the lot. See the Site Plan Requirements Handout.
- ☐ **Health Department Application:** If property is served by on-site sewage system (septic system), you also need Department of Public Health approval for the location of the pool. You may either fill out the Application for Health Department Approval form and submit it at your building permit intake appointment for DDES to route to Health, OR you may contact Public Health directly at 206 296-4932 to start the process prior to intake. The cost is \$285 and takes approximately 8 weeks.
- ☐ **Structural Plans/Working Drawings:** Two sets of complete construction drawings demonstrating compliance with the 2003 International Residential Code.
- ☐ **Contractor License or Affidavit Regarding Contractor Registration (due by issuance)**

DDES is located at 900 Oakesdale Avenue SW, Renton, WA. For information on your property restrictions and setbacks, you may come to our office in Renton Monday - Friday between 8:30 a.m. and 4:30 p.m. to sign up on our Walk-In List to see a Permit Review Coordinator. A Plans Examiner is also available during these times if you have questions regarding building code requirements.

Your application will be assigned a tracking number and routed to the appropriate review disciplines. You will be responsible for paying some of the intake fees upfront. You will be notified by mail of your permit approval. Once your permit is issued, schedule an inspection by a DDES Building Inspector by calling 1-888-5-INSPECT (1-888-546-7728) or online at <http://inspections.metrokc.gov>. Be sure to specify the inspection is for a pool.

If you have questions about the permit process, please contact the **DDES Permit Center** at **206-296-6600**. For questions about building code requirements, please ask for the Building Plans Examination Section when calling 206-296-6600.

Check out the DDES Web site at www.metrokc.gov/ddes